

NEWS ALERT!!!!

CHANGES to the ALL-MEMBER ANNUAL MILEAGE CONTEST

Several requests have been made to allow chapters to enter their members into the Mileage Contest as a group, instead of sending in individual Starting/Ending Forms. You asked – We listened – We created!!

Annual Mileage Contest Spreadsheet

An *Official Annual Mileage Contest Spreadsheet* (“Official Spreadsheet”) is now available to those chapters that would like to send in all of their members’ starting/ending mileage information on one form. Below are the guidelines for using the *Official Spreadsheet*:

1. The Chapter Director will be responsible for (a) obtaining *Official Spreadsheet* and *Affidavit* from Mileage Coordinator, (b) obtaining and entering all information correctly on the *Official Spreadsheet*, (c) obtaining signatures on the *Affidavit*, and (d) sending both to the Mileage Coordinator.
2. The *Official Spreadsheet* and *Affidavit* **MUST** be obtained from the Mileage Coordinator. No other spreadsheet or affidavit form will be accepted.
3. The *Official Spreadsheet* will contain columns for all information that will be needed to enter the Mileage Contest. All columns **MUST** contain correct and accurate information. If any information is missing, the Mileage Coordinator will contact the Chapter Director. If corrections are not made, that individual’s entry will not be accepted.
4. An *Affidavit* will accompany the *Official Spreadsheet*. All members who are entering the Mileage Contest by the spreadsheet method are required to sign the *Affidavit*, attesting that their information contained on the spreadsheet is correct. If any member has not signed the *Affidavit*, the Mileage Coordinator will contact the Chapter Director and advise of the missing signature. If missing signature has not been received by the deadline of contest, the individual entry will not be accepted. **NOTE:** The *Affidavit* takes the place of the signature line on the original Starting/Ending Forms.
5. The *Official Spreadsheet* and *Affidavit* should be emailed to the Mileage Coordinator. Please do not email *Official Spreadsheet* as a pdf. The *Affidavit*, of course, can be sent as a pdf.

If any questions regarding the Annual Mileage Contest, please contact the Mileage Coordinator at annualmileagecoordinator@womenonwheels.org.

REMINDER – Any entry into the Annual Mileage Contest does not automatically enter your information in the Cumulative Mileage Program. The Cumulative Mileage Program must be entered separately by each member.

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On a trial basis, for the 2012 Annual Mileage Contest, a member that belongs to a chapter in one State but resides across the state line in a bordering State may now designate which State they would like their miles to be counted. If you live in the same State where your chapter is located, you do not need to designate, the miles will automatically go toward your State.

You must designate your selection at the time you enter the mileage contest – on the Starting Form.

NOTE: This is only for those that live in one state and belong to a chapter that is located across the State Line. It does not mean you can live in Montana and just want to have your miles counted for a chapter located Georgia. You have to be a full member or support member of the chapter that you want your miles to be designated to. If any discrepancies, your miles will automatically go to the State you live in.